

UNITED STATES COURT OF APPEALS
FOR THE FIRST CIRCUIT
STAFF ATTORNEYS' OFFICE

Term Staff Attorney/Staff Law Clerk
JSP 12-13

Announcement: #15-15

Location: Staff Attorneys Office, John J. Moakley U.S. Courthouse, Boston, Massachusetts

Starting salary: JSP 12-13 (\$76,735 - \$91,248)
depending on qualifications and experience

Closing Date: Open Until Filled (but applications should be filed by May 22, 2015, as selection may occur at that time)

Starting Date: June, 2015

Term: Two year term. Renewal may be possible depending upon performance, budget, and needs of the court, but employment as a term staff attorney/staff law clerk may not exceed four years. Any prior service as a federal judicial law clerk counts toward the four-year lifetime limit.

Responsibilities: The person hired will perform research for the Court of Appeals judges and draft memoranda, opinions, and orders in a wide range of civil and criminal matters; other duties as assigned.

Qualifications: Candidates must have a Juris Doctor (JD) degree from an accredited law school; admission to practice before the highest court of a State, Territory, Commonwealth, or federal court of general jurisdiction of the United States; excellent academic credentials; superior analytic, research, oral communication, writing, and editing skills; and at least two (2) years post-law school legal experience (preferably with significant federal law experience).

Benefits: Federal benefits include health, dental, vision, and life insurance. Supplemental benefits include health care and dependent care reimbursement accounts, commuter benefits, transportation subsidy program, and long-term care. Coverage under the Federal

Employees' Leave Act is at the discretion of the appointing judge. Staff Attorneys/Staff Law clerks are ineligible to participate in the Federal Employees' Retirement System (FERS) and the Thrift Savings Plan (TSP).

Background Check: The successful candidate is subject to a background check or investigation, which includes an FBI fingerprint check as a condition of employment. Employee retention depends upon a favorable suitability determination.

How to Apply: Submit the following:

- Cover letter and resume addressing qualifications and relevant experience;
- A completed Application for Federal Judicial Branch Employment (AO - 078) available at the Court's website www.ca1.uscourts.gov
- Law school transcript;
- One self-edited writing sample; and
- Three (3) professional references with names and telephone numbers of persons who may be contacted during the selection process.

Completed application packages should be submitted on or before May 22, 2015, to

Senior Staff Attorney
Staff Attorneys' Office
John Joseph Moakley U.S. Courthouse
1 Courthouse Way, Suite 5402
Boston, MA 02210

Additional Conditions of Employment:

An applicant must be a United States citizen or permanently eligible to work in the United States. The Federal Financial Management Reform Act requires direct deposit of federal wages. All court employees are required to adhere to a Code of Conduct. Successful completion of a six-month probationary period is required. All Court of Appeals employees are "at will" employees and serve at the pleasure of the Court. The Court will only communicate with those qualified individuals who will be invited for an interview. The Court reserves the right to modify the conditions of this job announcement, or to withdraw the announcement, any of which may occur without prior written or other notice. If a subsequent vacancy of the same or similar characteristics to this position becomes available within a reasonable time of the original announcement, the Court may elect to select a candidate from the original qualified applicant pool.

EQUAL OPPORTUNITY EMPLOYER